

**MINUTES OF THE MEETING OF ASTON TIRROLD AND ASTON UPTHORPE PARISH
COUNCIL
HELD ON MONDAY 21st OCTOBER 2019 IN THE VILLAGE HALL**

12/321 Apologies for absence. David Brimacombe (DB), Jane Knight (JBK), Nigel Hawkey (NH),

12/322 First order of business, elect a new Chairman and Vice Chairman. Jane Imbush (JI) was unanimously voted as Chairman and Joanna Hart (JH) was unanimously voted as Vice Chairman.

12/323 Present

Jane Imbush (JI) - Chair, Joanna Hart (JH), Nicole West (NW), Simon Young (SY), Justin Keeble (JK),

Anne-Marie Simpson (SODC)

Simon Clarke (OCC)

Denes Marffy (DM) Clerk

Public: 2 Members

12/324 Declaration of any relevant interests . None

12/325 Minutes of the 16th September 2019

Minutes of the previous meeting were agreed by all and signed off by the Chair (JH).

12/326 Public Questions, Comments.

12/327 SODC and OCC Reports to Parish Council.

A-MS (SODC) Reported that:

- i. The Local Plan has been put on hold by the Secretary of State.
- ii. A motion has been passed to offer as much support as possible to EU citizens living and working in our area.
- iii. A newly formed cross-party Climate Advisory Committee has set out an ambitious workplan to achieve a carbon-zero Council by 2025 and a carbon-zero District by 2030.
- iv. South and Vale District Councils organize and run all elections in the Districts and need people to work on a casual basis at election time. Use this link if interested
<http://www.southoxon.gov.uk/services-and-advice/local-democracy/elections/working-elections>

SC (OCC) Reported that:

- i. Oxford City Council are to discuss the introduction of business parking tariffs for those businesses offering staff parking inside the ring road in an attempt to reduce traffic congestion. More Park and Ride buses will be supplied with the proceeds.
- ii. Blue badges will now be issued for people with hidden disabilities.
- iii. OCC is also working towards being carbon neutral.
- iv. There are no updates to the Oxford-Cambridge Expressway.
- v. OCC is willing to fund the purchase of a new defibrillator cabinet in the Recreation Ground at a cost of £775.00 including VAT and delivery.

12/328 Planning

To decide on the following planning applications:

P19/S1748/HH Replacement roof to existing garage building to form replacement first floor annex room (as amended by plans received on 9th October 2019) Croft House Fullers Road Aston Tirrold

OX11 9EN. The PC **Fully Supports** the application as it addresses previous concerns.

P19/S3128/HH Single storey rear orangery-style extension Finches Baker Street Aston Tirrold Didcot OX11 9DD. The PC has **No Objections** to this application.

Lower Ham Appeal

Following the announcement of the Appeal into Lower Ham (APP/Q3115/W/19/3234547 Appeal by The Cook Family Trust - 1 Lower Ham Buildings, Aston Tirrold), the PC has submitted a response noting its previous concerns and updating its comments in the light of the Appeal submission by the Appellant. The PC continues to object to the planning applications on the basis of: Sustainability; location in an AONB; that the site lies outside the village settlement; lack of community benefit from proposed open space; lack of affordable housing. For more details see: <https://acp.planninginspectorate.gov.uk/ViewCase.aspx?caseid=3234547>

12/329 ARC.

- i. To approve October ARC Minutes. Concerns were raised regarding Risk Assessments for Bonfire night, members of the PC will attend the next meeting on the 4th November to discuss these.
- ii. To approve purchase of a new defibrillator cabinet.
Option 1 - defibsafe 2 - tough cabinet made from plastic (similar to that used in police riot gear) £350 plus VAT £10 delivery
Option 2 - Ecopad - "bombproof" usually installed in insecure places where rates of vandalism are high. Stainless steel - impossible to break into. £745 plus VAT £30 delivery. **OCC have agreed to fund this option. JK to action.**
- iii. To approve ARC to spend £2,670 inc VAT to fix loose steps and replace wooden balustrade with metal balustrade on the sides of the Pavillion (where the balustrade is not covered by the Pavilion roof overhang). **Approved**
- iv. To support ARC's application to SODC Councillor fund for a £5,000 contribution to replace the swings. **Approved**

12/330 Finance

- i. Approve payments below. **Approved**
- ii. Community Infrastructure Levy (CIL) of £936.65 will be paid at the end of October.
- iii. Moore have completed the Annual Governance and Accountability Return for the Year ended 31 March 2019

Clerk fees (£51.40 to HMRC, Aug)	£218.60
SODC (Uncontested election fee)	£200.00
Moore (Annual Audit fee)	£240.00
Village Hall (Hall Hire) Quarterly	£39.00
ICO (DGPR Data Protection Fee)	£40.00

- iv. Approve September Financial Statement – **Approved**

12/331 Discuss draft Budget. Final approval at the next meeting once all grants have been approved.

12/332 To accept feedback and discuss matters arising from CLP Groups:

- i. Review overall progress of CLP Groups. Next meeting.
- ii. Roads and Traffic. SY reported that planning hard traffic measures are a work in progress.
- iii. Housing & Development. Awaiting the result of the appeal at Lower Ham development.
- iv. Environment Group. DM to forward correspondence about multi - purpose bins to A-MS.

12/333 Discuss process for reviewing where risk assessments should be in place and completing them. To consider adding GDPR, non-financial internal audit to risk register. No update

12/334 Free Conference Calling. Councillors have to be present in person at a meeting to take part. So this would be of no benefit to the PC.

12/335 Annual grant applications to the PC are due by 31st October. DM reported that some applications have been received.

12/336 Christmas tree collection. This will be the same as last year at a date to be advised.

12/337 Vandalism at the Recreation Ground.

For information – ongoing discussion with insurers regarding claim to replace items damaged at the Recreation Ground .

12/338 Review monthly tasks calendar.

12/339 Items for the Next Agenda

Lower Ham Development appeal

Meeting closed at 9.32pm.

The next meeting will be on Monday 18th November 2019 in the Village Hall at 8.00pm.

SIGNED FOR ASTON TIRROLD AND ASTON UPTHORPE PARISH COUNCIL

NAME.....

DATE.....

Month	Health & Safety	Process	Social
January		Send Precept application	
February	Defibrillator check		
March		Ensure payments up to date Final VAT return before mid-March	Spring Work Day
April		Prepare FY accounts	
May	Defibrillator check	Internal Audit	
June		AGM Review Emergency Plan	Astonbury

July			
August	Defibrillator check		
September		Prepare budget for next year	Autumn Work Day
October		Present budget to PC	Safari Supper
November	Defibrillator check	Review Risk register	Bonfire Night
December			